

# MINUTES

## GOLDEN RAIN FOUNDATION OF WALNUT CREEK

### REGULAR MEETING OF THE BOARD OF DIRECTORS THURSDAY, AUGUST 30, 2018, AT 9:00 A.M.

A regular meeting of the Board of Directors of the Golden Rain Foundation (GRF) of Walnut Creek was convened by the President, Robert D. Kelso, at 9:00 a.m. on Thursday, August 30, 2018, in the Board Room at Gateway Complex, 1001 Golden Rain Road, Walnut Creek, California.

ROLL CALL: Present: Robert D. Kelso, Leslie Birdsall, Geraldine Pyle, Mary K. Neff, Sue DiMaggio Adams, Kenneth Anderson, Carl W. Brown, Stephen D. Roath, and Timothy O'Keefe, Chief Executive Officer (CEO), ex-officio member of the Board

Attendance

Excused: Barbara Coenen

There being no corrections, the minutes of the regular meeting of the Board held on July 26, 2018, were approved, as written, by unanimous consent.

Minutes  
Approved

Under Staff Acknowledgements, the CEO took the opportunity to acknowledge 4 staff members who made extraordinary contributions to the community in the past month. He then called David Crane, Building Maintenance Inspector, Tom Huber, Building Maintenance UT Rep Worker I, and Eddy Ibarra, Landscape Field Supervisor, to the podium and thanked them for saving lives and minimizing property damage during the recent fire on Saklan Indian Drive. He went on to acknowledge Martijn Lemmens, Trust Maintenance Manager, who could not be present for the meeting, for his creativity in creating a pre-filter detention basin to filter all of the runoff water at the MOD Corporate Yard and using existing staff rather than outsourcing the project, resulting in saving the GRF \$70,000.

Staff Ack-  
knowledge-  
ments

The President called on Cindy Silva, Walnut Creek City Council member and the City's Liaison to Rossmoor, who gave an update on City and Council activities in Walnut Creek.

Update by  
City's  
Liaison to  
Rossmoor

Mary Neff gave the Treasurer's report for the period ending July 31, 2018. In addition, she encouraged residents to either attend or watch on Channel 28 the joint meeting of the GRB and the Finance Committee on September 12 and September 13 in the Diablo Room at Hillside Complex at which the proposed GRF Operations Budget for 2019 will be discussed. She noted that the proposed Budget will be on the Rossmoor website on September 5.

Treasurer's  
Report

The CEO reviewed his written report dated August 22, 2018.

CEO's Rpt.

During the Residents' Forum, Daryl Svobada, speaking on behalf of the Happy Hoofers and the Hot Flashers, collectively known as the Rossmoor Rhythm Revue Club, noted that they have expressed their concerns over the past several months about the impact that a Fitness Center guest fee policy may have on the viability of

Residents'  
Forum

their Clubs and their ability to meet their missions and goals. She then said that they support the proposed revisions to Policy 304.1, Guest Usage Policy, and mentioned a few key points with respect to the proposed revised Policy.

Tap dancer Kerin Baker spoke in support of the proposed revisions to Policy 304.1, Guest Usage Policy, and said she will be so disappointed if it is not approved.

Bobbie Ausubel and then Karen Perkins expressed their concerns regarding the use of Roundup in Rossmoor. Ms. Perkins also asked several questions regarding the recent article in the Rossmoor News about Rossmoor's landscaping policies.

Steve Adza talked about weed abatement and the claim that Rossmoor meets or exceeds the Country Fire District weed abatement requirements, saying he does not agree with that.

Janice Hoffman presented the Board with a petition (on file with the minutes) signed by 50 residents requesting that the Board return family swim at Hillside Pool to the shared use policy that existed for years prior to this summer. Specifically, 2 lanes are reserved for use by Rossmoor residents and their adult guests, while the other two-thirds of the pool is configured for family swim. She then elaborated on the request.

Warren Cohen spoke in support of the request that the Board return family swim at Hillside Pool to the shared use policy that existed for years prior to this summer, reiterating what the previous speaker said.

Erin Cox, a former firefighter, talked about fire safety and related issues, noting that CALFIRE has extended the fire season until November 15<sup>th</sup>. He then commended Rebecca Pollon, Dennis Bell, and Tim O'Keefe for their efforts with respect to fire safety in Rossmoor.

Margaret De Graca, speaking on behalf of John Nutley, asked some questions John had regarding the proposed pilot program for an on-demand robotic delivery service in Rossmoor, which is on the agenda for consideration of approval later in the meeting.

Brian Stack, Chairman, Aquatics Advisory Committee, said the written report of the Committee's August meeting was accurate and complete and that he would be happy to answer any questions. Discussion ensued regarding family swim at the Hillside Pool.

AAC  
Report

Dwight Walker, Chairman, Audit Committee, reporting on the Committee's August meeting, said that there were no action items from the Committee for the Board's consideration today. He then summarized the report of the Committee's meeting, noting that the Committee will consider, at its September 20<sup>th</sup> meeting, a proposal from the Foundation's independent audit firm, Burr Pilger Mayer, for the 2018 audit and preparation of tax returns.

Audit  
Committee  
Report

Bill Dorband, Chairman, Finance Committee, reporting on the Committee's August meeting, reviewed the Committee's recommendations to the Board, noting that no recommendation could be made by the Committee on the request from the Board that it advise the Board if there are sufficient funds in the Trust Estate Fund for an expenditure of \$26,021 to remove the landscape island on Stanley Dollar Drive adjacent to the 18<sup>th</sup> green because of concerns about the priority of this non-budgeted project versus other projects previously discussed by the Board. He then reported that the Committee began the process of determining what information would be needed to review the membership transfer fee currently assessed on qualifying sales of Rossmoor manors and what information would be needed to make a recommendation to the Board about any changes in that fee in the future.

Finance  
Committee  
Report

Catherine Herdering, Vice Chairman, Fitness Center Advisory Committee, summarized the report of the Committee's August meeting. Discussion followed.

FCAC  
Report

John McDonnell, Chairman, Golf Advisory Committee (GAC), was ill and unable to attend today's meeting so there was not a GAC report.

GAC

Mary Neff, Chairman, Compensation Committee, reported on the Committee's August meeting at which Mrs. Neff reviewed the key concepts of the Compensation Management Structure and the current organizational practice of paying for performance through merit increases based on employee performance against goals and manager evaluation. The Committee then reviewed Mr. Brown's compensation analysis tool.

Compensation  
Committee  
Report

Les Birdsall, Chairman, Planning Committee, called on Dennis Bell, Public Safety Manager, who presented a PowerPoint presentation (copy on file) regarding the Committee's recommended proposal that the landscape island on Stanley Dollar Drive be removed, replacing it with four parking spaces.

Planning  
Committee  
Report

A motion was made by Mr. Brown and seconded by Mr. Anderson to authorize, as recommended by the Planning Committee, the CEO to execute a contract with Silicon Valley Paving and Terra Landscape in the amount of \$26,021, which includes a 10% contingency, from the Trust Estate Fund to remove the landscape island on Stanley Dollar Drive, replacing it with four parking spaces. Discussion followed.

Motion to  
Remove  
Landscape  
Island on  
Stanley  
Dollar Dr.

A motion was made by Mrs. Neff to amend the motion to authorize the CEO to execute a contract with Silicon Valley Paving and Terra Landscape in the amount of \$26,021, which includes a 10% contingency, from the Trust Estate Fund to remove the landscape island on Stanley Dollar Drive, replacing it with four parking spaces and defer a decision on the matter for one month to allow the Finance Committee data on the matter. The motion DIED for lack of a second.

Motion to  
Amend  
Motion to  
Remove  
Landscape  
Island  
Died

A motion was made by Mr. Roath and seconded by Ms. Pyle to amend the motion to authorize the CEO to execute a contract with Silicon Valley Paving and Terra Landscape in the amount of \$26,021, which includes a 10% contingency, from the Trust Estate Fund to remove the landscape island on Stanley Dollar Drive, replacing it with four parking spaces and that the funds for the project come from the Operating Fund, not the Trust Estate Fund. Following discussion, the vote on the motion was taken, and the motion FAILED, with Mr. Roath voting yes.

Motion to Amend Motion to Remove Landscape Island Failed

The vote was then taken on the original motion to authorize the CEO to execute a contract with Silicon Valley Paving and Terra Landscape in the amount of \$26,021, which includes a 10% contingency, from the Trust Estate Fund to remove the landscape island on Stanley Dollar Drive, replacing it with four parking spaces, and the motion CARRIED, with Mrs. Neff, Ms. Adams, and Mr. Kelso voting no.

Motion to Remove Landscape Island Carried

The Chairman of the Planning Committee called on Dennis Bell who then commented on the proposed project to add a red curb on the northwest corner of Tice Creek Drive and Leisure Lane as recommended by the Committee.

Approved Adding Red Curb on Corner of Tice Creek Drive & Leisure Lane

A motion was made by Mr. Anderson, seconded by Mrs. Neff, and CARRIED UNANIMOUSLY to approve adding a red curb on the northwest corner of Tice Creek Drive and Leisure Lane. It was noted that this work will be part of the existing 2018 Operations Budget.

The Chairman of the Planning Committee then called on the CEO, who reviewed a PowerPoint presentation (copy on file) regarding the Project Criteria Template for prioritizing major capital projects. Discussion followed. This was an informational item and required no Board action. The item will be further discussed at future Planning Committee meetings and at Board meetings.

Project Criteria Template

The President noted that this is the first reading of proposed revised Policy 304.1, Guest Usage Policy, so the Board is not going to vote on it today but can discuss it. He then called on Geri Pyle, Chairman, Policy Committee, who discussed the proposed revisions to the Policy. Mrs. Neff then recommended the following two alternatives to the Policy Committee for consideration: 1) That the Policy Committee consider charging a reduced usage fee to non-resident club members; that the fee should equal the coupon rate paid by all manor owners to cover the operating cost for the Fitness Center. The coupon amount for 2018 would be about \$120 a year or \$10 a month for non-resident club members; and 2) That the Policy Committee take into consideration that the City of Walnut Creek charges \$5 per visit for those using the gym facility it operates just outside of Rossmoor to play pickleball, volley ball, badminton, and basketball. Further discussion ensued.

Policy 304.1

A straw vote was then taken on whether to refer proposed revised Policy 304.1, Guest Usage Policy, back to the Policy Committee for further consideration. There was a tie vote, and the straw vote FAILED, with Ms. Pyle, Mr. Anderson, Mr. Brown, and Mr. Kelso voting no.

Straw Vote  
to Refer  
Policy  
304.1 Back  
to Policy  
Committee  
Failed

In keeping with the Board's practice that policy, procedure, and rule items be on the agenda for two end-of-the-month meetings to allow time for resident input, consideration of approving proposed revised Policy 304.1 was deferred to the September 27, 2018, regular meeting of the Board.

Under Unfinished Business, Ms. Pyle noted that this was the second reading of proposed revised Rule R108.0, To Establish Guidelines for Parking on GRF Property, as recommended by the Policy Committee. This item was deferred at the July 26<sup>th</sup> regular meeting of the Board for consideration of approval at this meeting.

Rule  
R108.0

A motion was made by Ms. Pyle and seconded by Mr. Anderson to approve proposed revised Rule R108.0, To Establish Guidelines for Parking on GRF Property, as recommended by the Policy Committee. Following discussion, the vote on the motion was taken, and the motion CARRIED UNANIMOUSLY.

Approved  
Revised  
Rule  
R108.0

Following introductory remarks by Rick Chakoff, Chief Financial Officer, a motion was made by Mr. Roath and seconded by Ms. Adams to approve an amount not to exceed \$19,000 from the Operating Fund for a proposal from Data41 to evaluate software integration (agenda attachment 12a-1 through 12a-5). Following discussion, the vote on the motion was taken, and the motion CARRIED UNANIMOUSLY.

Approved  
Funds for  
Proposal  
to Evaluate  
Software  
Integration

Following introductory remarks by Rick Chakoff, a motion was made by Mrs. Neff, seconded by Mr. Birdsall, and CARRIED UNANIMOUSLY to approve an expenditure of \$9,450 from the Operating Fund for a proposal from Facilities Advisor, Inc. to prepare a long-term Capital Needs/Major Maintenance Analysis (agenda attachment 12b-3 through 12b-8).

Approved  
Funds for  
Capital  
Needs/  
Major  
Mainten-  
ance  
Analysis/  
Landscape  
Goals.

The President called on Rebecca Pollon, Landscape Manager, who presented a PowerPoint presentation on long-term landscape goals, vision, and progress (copy on file) and answered questions from members of the Board. This was a discussion item only and required no Board action.

Vision, &  
Progress/  
Approved  
RFP for  
Service for  
Redwood  
Room

Following introductory remarks by Jeff Matheson, Director of Resident Services, a motion was made by Mr. Birdsall and seconded by Ms. Adams to approve the RFP for food and beverage service in the Redwood Room and to authorize staff to distribute it (agenda attachment 12d-3 through 12d-7). Following discussion, the vote on the motion was taken, and the motion CARRIED, with Mr. Brown, Mr. Kelso, and Mr. Roath voting no.

A motion was made by Ms. Adams, seconded by Mr. Roath, and CARRIED UNANIMOUSLY to approve, as recommended by the President, the appointment of Paul J. Moderacki to the Finance Committee, effective immediately, to serve the unexpired portion of the term of David H. Smith, who resigned from the Committee and whose term expires in June 2021.

Approved Appointment of P. Moderacki to Finance Committee/ Approved Appointment of J. Grizzell to FCAC

A motion was made by Ms. Adams, seconded by Mrs. Neff, and CARRIED UNANIMOUSLY to approve, as recommended by the President, the appointment of James Grizzell to the Fitness Center Advisory Committee, effective immediately, to serve the unexpired portion of the term of Sherry Smith, who resigned from the Committee and whose term expires in June 2020.

Following introductory remarks, the CEO called on Ali Kashani, Vice President of Special Projects, Postmates, who discussed the proposed pilot program for an on-demand robotic delivery service in Rossmoor and answered questions from members of the Board.

On-Demand Robotic Delivery Service/ Approved Pilot Program w/ Postmates

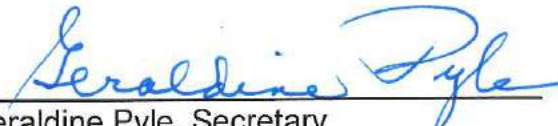
A motion was made by Mrs. Neff, seconded by Mr. Anderson, and CARRIED UNANIMOUSLY to approve a pilot program for an on-demand robotic delivery service with Postmates.

Before concluding, the President announced that the next mid-month regular meeting of the Board will be held on Wednesday, September 12, and Thursday, September 13, 2018, at 9:00 a.m. in the Diablo Room at Hillside Complex. The Board will meet with the Finance Committee to hear the presentation of the proposed GRF Operations Budget for 2019; that the next end-of-month regular meeting of the Board will be held on Thursday, September 27, 2018, at 9:00 a.m. in Peacock Hall at Gateway Complex; and that there will be an executive session of the Board following this meeting to discuss contract, legal, personnel matters and any other appropriate business.

Announcements

There being no further business to come before the Board, the meeting was recessed at 12:15 p.m.

Adjournment

  
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Geraldine Pyle, Secretary  
Golden Rain Foundation of Walnut Creek